

Internal Grant Approval Form

Instructions

This form must be completed if you are applying for a grant, even if you expect the grant award to pass through the county to a nonprofit.

If any of the following are true, then you must request approval from the Board of Commissioners to apply for the grant.

- The grant requires county matching funds
- The grant will fund a new position that the county is expected to be sustained after the grant is finished
- The grant will fund a new program that the county is expected to be sustained after the grant is finished

To enter your grant application request on the BoC consent agenda, this form and all attachments must be submitted via email to Sandra.sublett@chathamnc.org, Elizabeth.plata@chathamnc.org, vicki.mcconnell@chathamnc.org, Charlie.horne@chathamnc.org, renee.paschal@chathamnc.org, lisa.west@chathamnc.org, 14 days prior to the BoC meeting. Please refer to the attached schedule so you will be sure to make the deadline.

If none of the above conditions are true then you can bypass the Board of Commissioners and email this form to lisa.west@chathamnc.org, renee.paschal@chathamnc.org, vicki.mcconnell@chathamnc.org at least 2 weeks prior to submitting your grant application.

Board of Commissioner Meeting Dates

The Chatham County Board of Commissioners generally meets on the first and third Monday of every month, with a few exceptions to account for holidays. Below are the meeting dates for Fiscal 2010 (July 1, 2009 through June 30, 2010) and the first part of Fiscal 2011 (beginning July 1, 2010) and the dates this form is due

BOARD MEETING **2010**

January 4, 2010
January 18
February 1
February 15
March 1
March 15
April 5
April 19
May 3
May 17
June 7
June 21

FORM DUE

December 16, 2009
January 5
January 19
February 2
February 16
March 1
March 15
April 5
April 19
May 3
May 7
June 7

2011

July 19
August 2
August 16
September 7
September 20
October 4
October 18
November 1
November 15
December 13

July 5
July 19
August 2
August 23
September 3
September 20
October 4
October 18
November 1
November 15

1. Grant Information

Is a county match required for this grant application?	<input type="checkbox"/> Yes, cash match required <input type="checkbox"/> Yes, in-kind match required <input checked="" type="checkbox"/> No
Will the grant fund a new position or program that the county will be expected to continue after the grant is ended? **	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
BoC meeting date for entry on consent agenda (Answer only if you answered Yes to any of the above)	
Agency or group offering the grant	
Title of Grant	Enhanced Domestic Violence Response
Is this American Recovery & Reinvestment Act funding?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
Total funding being requested from the grantor	\$300,000
Total match required	\$0
Source of match	n/a
Length of grant term	Three years
Type of disbursement	<input checked="" type="checkbox"/> Reimbursement <input type="checkbox"/> Lump sum up-front <input type="checkbox"/> Other (describe)
Reporting schedule	<input type="checkbox"/> Quarterly <input type="checkbox"/> Twice a year <input type="checkbox"/> Yearly <input type="checkbox"/> Other (describe)

**** If the grant will fund a position, you must submit a Request for New Staff Resource form to Renee Paschal and Sybil Tate prior to applying for a grant.**

2. Applicant Information

Department	Chatham County Sheriff's Office
Contact Person and title	Lt. Brad Johnson
County, non-profit, or other grant partners	Family Violence & Rape Crisis Services, Pittsboro Police Department, Siler City Police Dept.
Name of person responsible for grant reporting and/or administration	Kathy Hodges, FVRC
Signature of Department Head and Date	

3. Grant Project Description

Has the grant project or position been noted in the department work plan or Request for New Staff Resources? <i>If so, attach that document and skip to Section 4.</i>	<input type="checkbox"/> Yes, the project is included in the department work plan <input type="checkbox"/> Yes, the position has been noted in the Request for New Staff Resources <input type="checkbox"/> No – Please explain
Provide a brief description of the grant project.	Enhance response to domestic violence through coordination of justice system response, increased investigation and increased victim support

What needs/issues/problems does the grant address?	Provides a more comprehensive approach to addressing domestic violence, with a goal of increasing safety for victims and accountability for perpetrators.
What are the measurable goals and objectives? <i>(For help with goals and objectives, see the reference on the grant website.)</i>	<ol style="list-style-type: none"> 1. Increase the capacity of law enforcement officers to handle the broad scope of domestic violence intervention needs through hiring specialized officers and providing training to law enforcement agencies. 2. Increase the number of warrantless arrest made by pro-arrest policies and through investigative follow-up by 20% over the next three years. 3. Increase the number of cases where evidence-based prosecution is possible by 15% over the next three years. 4. Provide support to at least 600 victims as they navigate the justice system over the next three years. 5. Increase coordination of agencies focused on justice system intervention (law enforcement, prosecutors, court advocates, probation, etc.) through monthly Criminal Justice Task Force Meetings and regular interagency case review. 6. Increase response to stalking through implementation of interagency stalking policy. 7. Increase training of district court judges in handling domestic violence cases—at least 50% of judges will have received specialized training.
If the grant will fund a new position, what are the responsibilities of the position? Who will supervise the new position?	Continuation grant—No new position but grant has been reduced from 100% to 75%. This grant period, however, there is no match required whereas the County had to pay a match last year. The County will be required to cover the 25% deficit needed to cover the position. This is less than paying the 25% match on the total, which is what the County was responsible for last year.
What are the major outcomes and benefits to the county that the grant will provide?	Increased coordination of domestic violence cases in the justice system. Increased services to victims using the justice system, more effective response to offenders, more effective early intervention to reduce long term impact and increased costs to county from domestic violence.
If this is a multi-year grant, does continuation of the grant in the second year depend on meeting measurable outcomes in the first?	No

4. Budget and Funding

ITEM	GRANT FUNDS YEAR 1	COUNTY/ OTHER FUNDS YEAR 1	GRANT FUNDS YEAR 2	COUNTY/ OTHER FUNDS YEAR 2	GRANT FUNDS YEAR 3	COUNTY/ OTHER FUNDS YEAR 3	EXPLANATION
Salary & Benefits (use Benefit calculator)	41467	0	41467	0	41467	0	
Grant financial oversight & reporting	0	0	0	0	0	0	
Personnel oversight	0	0	0	0	0	0	
Contracted services (program service provider, publication writing/design, speakers, consultants)	56866	0	59866	0	56866	0	Contracts with Family Violence and Rape Crisis Services and Pittsboro Police Dept.
Office supplies & equipment (photocopies, computers, printers, supplies)	0	0	0	0	0	0	
Travel & Training (mileage reimbursement, rental/fleet car usage, meals, hotel,airfare, registration fees, parking)	1667		1667		1667		Required training and technical assistance funds
Meetings and workshops (meeting space or rental fees, group meals or refreshments, handouts/notebooks, audio visual rental)	0	0	0	0	0	0	
Publications – professional printing fees.	0	0	0	0	0	0	
Communication (postage, telephone, internet access, advertising)	0	0	0	0	0	0	
Office space (space, utilities, furnishing)	0	0	0	0	0	0	
Dues & Subscriptions	0	0	0	0	0	0	
Capital Outlay (vehicles, large equipment)	0	0	0	0	0	0	
Miscellaneous (insurance, safety, other)	0	0	0	0	0	0	
TOTAL COST	100,000	0	100,000	0	100,000	0	